



JOB POSTING

Interested candidates should send their resume via regular mail, email (*as a Word document*) or facsimile to the address or phone number shown above. The Office of the Attorney General is an Equal Opportunity Employer.

Deputy Attorney General Child Services Appeals Section

Deputy Attorneys General (DAG) assigned to the Child Services Appeals Section of the Office of the Attorney General (OAG) primarily represent the State of Indiana and its Department of Child Services (DCS) in appeals filed in the Indiana Court of Appeals and Indiana Supreme Court arising out of Child in Need of Services (CHINS), Termination of Parental Rights (TPR), and adoptions in which an adoptee child is a ward of DCS. These DAGs may also be involved in other cases involving the State, DCS, or one of its wards, as well as provide training and advice to other areas of the OAG and DCS. The incumbent reports to the Section Chief for Child Services Appeals and the Chief Counsel of the Appeals Division.

Duties and Responsibilities:

- Maintain proficiency in the Indiana Rules of Court, especially the Indiana Rules of Appellate Procedure;
- Maintain proficiency in child welfare law;
- Manage a fast-paced and challenging caseload of appellate cases;
- Conduct applicable motion practice in appellate and trial courts;
- Conduct research into the facts and law relevant to assigned cases;
- Write appellate briefs in the Indiana appellate courts;
- Give oral argument before the Indiana appellate courts;
- Conduct post-decision review;
- Assist colleagues in preparation of their cases as assigned;
- Comply with Office, Division, and Section policies and procedures;
- Supervise law student interns when assigned;
- Other duties as assigned.

Qualifications:

- Active in Good Standing admission to the Indiana Bar;
- Excellent written and oral communication skills, including the ability to relate effectively to both lawyers and non-lawyers;
- Superior research skills and Westlaw proficiency;
- Ability to multi-task and manage a large caseload;
- Ability to zealously advocate on behalf of the State;
- Commitment to public service and the welfare of children;
- Ability to work well with others in a team environment;
- Proficient in computer skills.